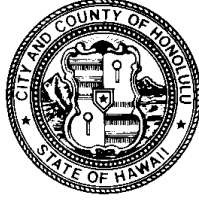


DEPARTMENT OF PARKS & RECREATION
CITY AND COUNTY OF HONOLULU

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MAYOR



MICHELE K. NEKOTA
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**91st LEI DAY CELEBRATION
HAWAIIAN LEI CONTEST**

LEI CONTEST RULES

Sponsored by the Department of Parks and Recreation
Tuesday, May 1, 2018 – Kapi‘olani Park

THEME:

Lei ‘Alohi Kea
The Brilliant White Lei, the platinum of kūpuna.

RULES

1. Any individual or group may enter an unlimited number of lei. Each lei shall be entered only once.
2. All ages welcomed.
3. Each lei must be accompanied by a completed official entry form, submitted to the Lei Receiving booth at Kapi‘olani Park, on May 1, 2018, from 7:30 a.m. to 9:00 a.m. **Lei submitted after the 9:00 a.m. deadline will not be accepted.**
4. Full-time employees of the Department of Parks and Recreation of the City and County of Honolulu PMRS Division are not eligible to enter this contest.
5. **All lei entered in the contest will not be returned.** Lei will be taken to Mauna ‘Ala, the Royal Mausoleum at 2261 Nu‘uanu Avenue, on May 2, 2018. The public is invited to this ceremony, which begins at 9:00 a.m. The lei may be viewed before the ceremony begins. As part of the ceremony, the public participates by draping the lei on the crypts and tombs of Hawai‘i’s ali‘i. Following the Mauna ‘Ala ceremony, a brief ceremony to honor King Lunalilo will be held at Kawaiāha‘o Church, at 957 Punchbowl Street.
6. The Department of Parks and Recreation reserves the right to:
 - a. disqualify any lei that does not comply with the contest rules or division

- specifications.
 - b. disqualify any lei submitted in which the contestant does not meet the eligibility requirements.
 - c. disqualify any lei registered in the wrong division/category.
- Lei will not be displayed and will be returned to lei maker.

7. All decisions made by the Department of Parks and Recreation are final.
8. All lei must be wearable.
9. All lei must be made in one (1) or a combination of any of the following Hawaiian methods:

METHOD

DESCRIPTION

Haku:	Braiding flowers, leaves, and/or fruit in a three-strand plait of fern, lau kī (ti leaf), hau fiber, etc.
Hili:	Braiding or weaving of a single plant material.
Humupapa:	Plant materials are sewn to a foundation of dried banana fiber, lauhala, lau kī or other suitable materials.
Kui:	Plant materials are strung together through the center or side.
Kīpu‘u:	The stems of leaves are knotted together to make a chain. No cordage or needle is used.
Wili:	Plant materials are placed on a backing of lau kī, lauhala, dried banana fiber or other suitable material and wound with fiber or thread around the plant material and backing.

10. All lei shall be made with natural plant materials and limited to flowers, leaves, stems, roots, fruits, and seeds.
11. Lei using non-natural materials, artificial treatment or artificial coloring of natural materials **shall be disqualified**. Wire cannot be used. Lei bound with the following artificial or treated materials: string, ribbon, yarn and dental floss is allowed.
12. Endangered plants shall not be used. Any lei containing endangered plants will be disqualified and will not be displayed. A list of endangered plants is available for review at the:

State Department of Land and Natural Resources
Forestry and Wildlife Division
1151 Punchbowl Street, Room 325
Telephone: 587-0166

Website: <http://dlnr.hawaii.gov/dofaw/rules/endangered-plants/>

Please check the DLNR/DOFAW website for updates to this list
(<http://dlnr.hawaii.gov/dofaw/>).

13. All lei must have a 2-inch (5.1cm) loop (for hanging) at the top; with a 2-inch (5.1cm) tail at the bottom end (this identifies the top and bottom of the lei). Lei need to be left untied.
14. The measurements are as follows:
 - a. Lei ‘Ā‘ī (neck lei): minimum 30 inches (76.2cm) and maximum 36 inches (91.4cm) long - does not include 2-inch (5.1cm) loop and 2-inch (5.1cm) tail.
 - b. Lei Pāpale (hat lei): minimum 22 inches (55.9cm) and maximum 24 inches (61cm) long - does not include 2-inch (5.1cm) loop and 2-inch (5.1cm) tail.

Measurement will be taken from the knot of the 2-inch loop to the knot at the end of the lei. See illustration below.



15. **DIVISIONS AND AWARDS:**

There are four lei divisions. Any number of lei may be entered by an individual or group in the divisions. **Each lei shall be entered in only one division.**

a. **LEI ‘Ā‘Ī (neck lei):**

There are six (6) categories in the Lei ‘Ā‘ī Division. Lei entered in the Lei ‘Ā‘ī Division must be a minimum of 30 inches (76.2cm) and a maximum of 36 inches (91.4cm) long; and, must be made using one (1) or a combination of any of the six (6) methods described in rule #9 above. Each lei entered into a category must meet the color criteria as specified within that category. Example, a lei in Category #5, the White/Gray category, shall be primarily white and/or gray in color.

The six (6) categories are:

CATEGORY	COLOR	LEI MATERIAL
1	Uliuli (blue)/Poni (Purple)	This lei shall be primarily blue and/or violet in color.
2	‘Ula‘ula (red)/‘Ākala (pink)	This lei shall be primarily red and/or pink in color.
3	Melemele (yellow)/‘Alani (orange)	This lei shall be primarily yellow and/or orange in color.
4	Palaunu (brown)/‘Ōma‘oma‘o (green)	This lei shall be primarily brown and/or green in color.
5	Ke‘oke‘o (white)/Hinahina	This lei shall be primarily white and/or gray in color.

CATEGORY	COLOR	LEI MATERIAL
6	(gray) Mixed	This lei shall be a combination of colors (three or more)

Lei ‘Ā‘Ī Awards (for each category in this division):

PLACEMENT	AWARD	RIBBON
First Place	\$200	Blue
Second Place	\$160	Red
Third Place	\$120	White

b. LEI ‘ALOHI KEA (theme lei):

Lei entered in the Lei ‘Alohi Kea Division must be a minimum of **30** inches (76.2cm) and a maximum of **36** inches (91.4cm) long; and must be made using one (1) or a combination of any of the six (6) methods described in rule #9 above. Each lei entered shall include the pua kukui (the white flowers from the kukui tree).

Lei ‘Alohi Kea (theme lei) Awards:

PLACEMENT	AWARD	RIBBON
First Place	\$250	Blue
Second Place	\$200	Red
Third Place	\$150	White

c. LEI LANAKILA MUA (Beginner):

Lei entered in the Lei Lanakila Mua (beginner) Division must be a minimum of 22 inches (55.9cm) and maximum of 24 inches (61cm) long; and, must be made using one (1) or a combination of any of the six (6) methods described in rule #9 above. **A contestant entering in this category must never have received an award in any Department of Parks and Recreation’s annual Hawaiian Lei contest held on May 1st of each year.** Winners of the Youth Lei Contest will still be eligible to enter this category.

Lei Lanakila Mua (Beginner) Awards:

PLACEMENT	AWARD	RIBBON
First Place	\$150	Blue
Second Place	\$100	Red
Third Place	\$80	White

d. LEI PĀPALE (hat lei):

Lei entered in the Lei Pāpale Division must be a minimum of 22 inches (55.9cm) and maximum of 24 inches (61cm) long; and, must be made using one (1) or a combination of any of the six (6) methods described in rule #9 above.

Lei Pāpale Awards:

PLACEMENT	AWARD	RIBBON
First Place	\$200	Blue
Second Place	\$160	Red

PLACEMENT	AWARD	RIBBON
Third Place	\$120	White

e. **MAYOR'S GRAND PRIZE**

In addition to the above divisions, one lei will be selected from all entries as the Best in the Show and awarded the Mayor's Grand Prize.

PLACEMENT	AWARD	RIBBON
Mayor's Grand Prize	\$500	Purple

16. **AWARDING OF PRIZES** – Contestants need not be present to win. Winners will receive their awards through the mail, **no earlier than May 31, 2018**. To receive an award, all winners irrespective of award amount, age or citizenship, must have a Taxpayer Identification Number and submit a form W-9 or W-8BEN to the City no later than **May 18, 2018**. **Should you not complete this process by May 18, 2018, we will assume that you have decided to waive and forfeit any and all rights or claims to receive the prize monies.** If you are in the process of obtaining an ITIN (discussed below) and cannot meet the May 18, 2018 deadline, please contact Mr. Randy Yasuhara at (808) 768-3045 **before** May 18, 2018 or your prize will be considered forfeited.

To obtain a Taxpayer Identification Number, you must do the following:

- You must have a Social Security Number (SSN) or an Individual Taxpayer Identification Number (ITIN). In order to obtain a Taxpayer Identification Number:
 - **SSN** – To obtain a SSN, complete and submit an Application for Social Security Card to the Honolulu Social Security Office, 300 Ala Moana Boulevard, Suite 1114, Honolulu, Hawaii 96850, phone 772-1213. It will take approximately ten business days to obtain a social security card.
 - **ITIN** - Persons, who are not eligible for a SSN, must obtain an ITIN. An ITIN is a nine-digit number issued by the U.S. Internal Revenue Service (IRS) to persons who are required for U.S. tax purposes to have a U.S. taxpayer identification number, but who do not have and are not eligible to get a SSN.
 - To obtain an ITIN, the person must submit a completed W-7 IRS form (Individual Tax Identification Number Application) to the IRS. Because it takes four (4) to six (6) weeks to receive an ITIN, please submit your W-7 IRS form to the IRS as soon as possible in order to meet the May 18, 2018 deadline.
- After obtaining an SSN or ITIN, the person must complete the following:
 - W-9 form (Request for Taxpayer Identification Number and Certification) (for persons with SSN);

OR

 - W-8BEN form (Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding) (for persons with ITIN);

- On May 1, 2018, submit your completed W-9 or W-8BEN form with your lei contest application.
 - Any W-9 or W-8BEN form submitted after May 1, 2018, shall be faxed or emailed to the City's Budget and Fiscal Services (BFS) Purchasing Division at: FAX (808) 768-3299 ATTN: Vendor Control; or email to: bfspurchasing@honolulu.gov. **The deadline to submit the W-9 or W-8BEN form to BFS Purchasing is MAY 18, 2018. It is your responsibility to assure that the form is submitted to and received by BFS Purchasing. DO NOT SUBMIT THE COMPLETED W-9 OR W-8BEN FORM TO THE DEPARTMENT OF PARKS AND RECREATION AFTER MAY 1, 2018.**
17. All lei will be on display to the public on May 1, 2018, from 1:00 p.m. to 5:30 p.m., at Kapiʻolani Park (between the bandstand and Waikīkī Shell).
18. For more information about the contest, please contact Mr. Randy Yasuhara of the Department of Parks and Recreation at (808) 768-3045.



Accommodations are available upon request to persons with disabilities, please call (808) 768-3003 or send an email to parks@honolulu.gov at least 3 working days prior to the event.

91st LEI DAY CELEBRATION
HAWAIIAN LEI CONTEST APPLICATION
City & County of Honolulu
Department of Parks & Recreation (DPR)
(Please print on 8.5" x 14" paper)

Check ONE Division (There are 4 divisions):

Divisions:

1. LEI ‘Ā‘Ī (neck lei): (Select ONE color category)
- ☐ Uliuli (blue)/Poni (purple)

☐ ‘Ula‘ula (red)/‘Ākala (pink)

☐ Melemele (yellow)/‘Alani (orange)

☐ Palaunu (brown)/‘Ōma‘oma‘o (green)

☐ Ke‘oke‘o (white)/Hinahina (gray)

☐ Mixed

2. ☐ LEI ‘ALOHI KEA (theme lei):

3. ☐ LEI LANAKILA MUA (beginner):

Lei Lanakila Mua (Beginner) Division - I affirm that I have never received an award in the DPR Hawaiian Lei Contest held on May 1st of each year. _____

4. ☐ LEI PĀPALE (hat lei):
- Initial

TYPE OR PRINT LEGIBLY

LEI MADE BY:
FULL LEGAL NAME: _____
First Middle Last

MAILING ADDRESS: _____

MAILING CITY, STATE, ZIP CODE: _____
City State/Country Postal Code

E-MAIL ADDRESS: _____

PHONE (Business): _____ Phone (Residence): _____

PHONE (Cell): _____ Phone (Fax): _____

City & County of Honolulu Vendor Code: _____

PARK NAME: _____

I have filled out this form by myself and am responsible for the information given. I verify that the information indicated above is true and correct. I have read and understand the rules of the City and County of Honolulu, 91st Annual Lei Day Celebration, Hawaiian Lei Contest.

Signature Date

IF YOU ARE UNDER 18 YEARS OF AGE:

Age (as of 5/01/18): _____

I (parent/authorized adult) have completed this form on behalf of the contestant, and am responsible for the information given. I verify that the information indicated above is true and correct. I have read and explained the rules of the City and County of Honolulu Hawaiian Lei Contest to the contestant.

Parent / Authorized Adult’s Signature Date

If lei is chosen as a winner, please refer to Hawaiian Lei Contest Rule #16, Awarding of Prizes
(please complete side two of this form)

LEI STYLE (check all that applies):

☐ haku

☐ hili

☐ humupapa

☐ kui

☐ kīpu‘u

☐ wili

PLANT/MATERIALS USED: (Please check)

- ☐ ‘A‘ali‘i

☐ Agonis foliage

☐ ‘Aki‘aki

☐ ‘Ākulikuli

☐ Agapanthus

☐ Ageratum

☐ Alahe‘e
(walahe‘e)

☐ Alstromeria

☐ Asparagus fern

☐ Alyssum

☐ Aster (Monte
Casini)

☐ Astilbe

☐ Baby’s Breath
(gypsophila)

☐ Bachelor’s
button

☐ (cornflower)

☐ Balloon flower
(bell flower)

☐ Banksia

☐ Bear grass

☐ Begonia

☐ Billy balls
(Craspedia)

☐ Bird of
paradise

☐ Blue jade

☐ Bougainvillea

☐ Bouvardia

☐ Brunia

☐ Blupleurum

☐ Calendula

☐ Candle brush

☐ Carnation

☐ Celosia

☐ Chinaman’s hat
(cup and saucer)

☐ Chrysanthemum

☐ Cibotium (tree
fern)

☐ Cigar flower
(kīkā)

☐ Clerodendrum
(bleeding heart)

☐ Coral plant
(hanging
firecracker)

☐ Croton

☐ Crown flower

☐ Cymbidium

☐ Daisy

☐ Davallia fern
(Shinobu)

☐ Delphinium
(Bella Donna)

☐ Dendrobium

☐ Dracaena (song
of India)

☐ Dusty miller

☐ Epidendron

☐ Eryngium

☐ Eucalyptus

☐ Freesia

☐ Feverfew
(tanacetum)

☐ Firecracker

☐ Galphimia

☐ Geranium

☐ Ginger (circle)
white, yellow, red,
pink

☐ Globe
amaranth (bozo or
bozu)

☐ Goldenrod

☐ Grevillea

☐ Hala

☐ Heather

☐ He‘e (octopus)

☐ Hedyotis

☐ Hemigraphis

☐ Hibiscus

☐ Hinahina

(Spanish moss or
Pele’s hair)

☐ Honeysuckle

☐ Hoya

☐ Huapala

☐ Hydrangea

☐ Hypericum

☐ ‘Ilima

☐ Ironwood
(casuarina)

☐ Ixora

☐ Joyweed

☐ Kalanchoe

☐ Kauna‘oa

☐ Kī (ti leaf)

☐ Kīkānia

☐ Koa

☐ Kou

☐ Kou haole

☐ Kukui

☐ Kupukupu

☐ Lantana

☐ Lantern ‘ilima

☐ Larkspur

☐ Laua‘e

☐ Lavender

☐ Leather leaf
fern

☐ Leucadendron

☐ Leucospermum
(pin cushion)

☐ Limu

☐ Linaria

☐ Liriope

☐ Lisianthus

☐ Lobelia

☐ Loke lau (green
rose)

☐ Lokelani

☐ Maile

☐ Māmane

☐ Mangrove

☐ Manuka (tea

tree,
Leptospermum)

☐ Marguerite

☐ daisy

☐ Marigold

☐ Ma‘o
(Hawaiian cotton)

☐ Mau‘u ‘aki‘aki

☐ Maunaloa

☐ Mickey Mouse

☐ Moa

☐ Mock orange

☐ Mokihana

☐ ‘Ohai ali‘i

☐ ‘Ōhelo

☐ ‘Ōhi‘a (lehua,
liko lehua)

☐ Ola‘a beauty

☐ Oncidium

☐ Pakalana

☐ Pala‘ā

☐ Palapalai

☐ Panax

☐ Pansy

☐ Pentas

☐ Pieris japonica

☐ Pīkake

☐ Pilikai (wood
rose)

☐ Plumeria

☐ Pōhinahina

☐ Pōhutukawa
(New Zealand
lehua)

☐ Protea

☐ Pua kenikeni

☐ Pūkiawe

☐ Queen Anne’s
lace

☐ Ranunculus

☐ Ribbon plant

☐ Rose

☐ Royal ‘ilima

☐ Safflower

☐ Salvia

☐ Sandpaper vine

☐ Shrimp plant
(white, red,
yellow)

☐ Sea grape

☐ Silver tree

☐ Snail flower

☐ Snap dragon

☐ Solidaster

☐ Spanish moss

☐ Spirea

☐ Statice (misty
statice)

☐ Stephanotis

☐ Strawflower

☐ Sunflower

☐ Sweet William

☐ Ti-leaf (Kī)

☐ Tiare (Tahitian
gardenia)

☐ Torenia
(wishbone flower,
ola‘a beauty)

☐ Trachelium

☐ Tree heliotrope

☐ Tricolor
dracaena

☐ Tuberose

☐ Turk’s cap

☐ ‘Uki

☐ ‘Ūlei

☐ Uluhe

☐ Vanda orchid

☐ Veronica

☐ Violet

☐ Wax flower

☐ Wiliwili

☐ Yarrow

☐ Zinnia

And others (please print legibly and use common names):